Justice Coordinator Position Description, 2017-2018
Student Sustainability Initiative – Student Leadership & Involvement

The Justice Coordinator leads educational events and supports student engagement and advocacy about social, economic, and environmental justice and ensures SSI programming upholds a holistic vision for a sustainable campus community.

Student Leadership & Involvement
Transformative Learning * Intentional Engagement * Conscious Community
Authentic Leadership * Social Justice

Student Leadership and Involvement (SLI) shapes campus culture through self-discovery, leadership development, collaboration, community building and social responsibility with a myriad of active learning opportunities, preparing students to be catalysts for a more equitable and caring world.

Within SLI, the Student Sustainability Initiative (SSI) works to advance student efforts to create a culture of sustainability at OSU through programming that fosters environmental, social, and economic justice. SSI believes educational institutions have a responsibility to model innovative tools, systems, and ways of thinking to create a more sustainable world and provide students opportunities to become leaders creating that change. As part of that work, SSI is working to more effectively engage the diverse student body at OSU and to strengthen our internal capacity to offer programming that addresses the three pillars of sustainability. To this end, we are seeking a Justice Coordinator to research and implement best practices for social and environmental justice programming in higher education, ensuring that SSI operations and programming reflect best practices.

Position Responsibilities:
- Research, document, and adapt best practices for justice-based sustainability programming in higher education
- Identify and work with partner organizations such as the Cultural Resource Centers, Office of Institutional Diversity, Human Services Resource Center, student organizations, etc. to collaboratively integrate social justice programming into sustainability initiatives
- Regularly attend and serve as a consultant on SSI committees and initiative team meetings to represent and highlight diverse perspectives, ensuring that we advance an inclusive, accessible and justice-centered student sustainability community
- Assist with planning activities for student staff training and professional development on diversity, identity, and power/privilege dynamics and their connection to sustainability
- Independently plan, run, and evaluate programs focused on intersectional environmental justice that engage the campus community in ways that highlight holistic sustainability
  - Example programs include: Social Sustainability Month: Decolonizing Sustainability, Incorporating Indigenous Wisdom into Sustainability Education, Sustainable and Ethical Purchasing, Shop for Free Winter Clothing Swap, Powered by Prison Labor? etc.
- Work with marketing team to expand the marketing of SSI’s programs to new campus partners through a more comprehensive visibility plan
- Regularly attend and actively contribute to SSI Staff Meetings
- Recruit volunteers to support SSI initiatives through tabling, classroom presentations, and other outreach activities
- Meet regularly with supervisor to provide updates on work progress
- Remain knowledgeable about SSI’s initiatives, events, and volunteer/job opportunities and respond to student inquiries in a respectful and welcoming manner
• Work with SSI’s Administrative Coordinator to manage project budget and make purchases in a timely manner
• Work with marketing team to promote projects and events in a timely and effective manner
• Uphold the values of Student Leadership & Involvement
• 2.5 hours per term on average to support signature SLI events and programming
• 2.5 hours per term on average for ongoing professional development and community building

Required Qualifications:
• Demonstrated knowledge of diversity, identity, equity, systems of oppression, and power/privilege dynamics
• Experience working independently and collaboratively
• Effective verbal and written communication skills
• Demonstrated interpersonal communication, relationship building, and collaboration skills
• Demonstrated ability to be self-motivated and take initiative in following through on tasks
• Demonstrated ability to manage time and organize work with attention to detail
• Must be a currently enrolled at OSU for at least 6 academic credits (undergraduates) or 3 credits (graduate) per term
• Must be in good academic standing for the term prior to selection and during entire period of employment
• Cumulative GPA of 2.0 (undergraduates) or 3.0 (graduates) and be in good academic standing

Preferred Qualifications:
• Demonstrated knowledge of and passion for holistic (environmental, social, and economic) sustainability, especially as it pertains to social and economic justice
• Sociology, Ethnic Studies, World Languages & Culture, or related major
• Prior involvement in leadership activities, student organizations, event planning and/or outreach activities
• Experience in social justice or diversity work and/or working with diverse populations
• Experience educating, training, and/or mentoring others
• Experience with facilitating reflection or dialogues
• Experience with partnership development and collaborative programs
• Experience coordinating volunteers
• Maintain at least a cumulative and term GPA of 2.5 (undergraduates)

Terms:
• Hired for 2017–2018 academic year with the expectation of employment during fall, winter, and spring terms.
• Fall start date: September 5, 2017 through June 15, 2018 (with one spring training in May)
• Expected to work an average of 15 hours each week with some flexible program hours, including evening and weekend hours as required to implement effective programming
• Required to attend weekly staff meetings, supervisory meetings, professional development sessions (2-4 times/term)
• Pay rate is $10.55 per hour

Training Commitment:
• Required to fully participate in SLI Spring Orientation (May 21, 2017) and Fall Training (September 5-19, 2017)
• Strongly encouraged to attend other leadership and social justice training opportunities whenever possible

OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.